

Boutique Private General and Cosmetic Dentistry.

Unit 1, 227 St Johns Hill
Battersea, London
SW11 1TH
Phone: 020 7223 2244
Email: enqs@prodenta.co.uk
Web: www.prodenta.co.uk

Whistleblowing Policy

What is Whistleblowing?

Whistleblowing is when a worker/employee reports suspected wrongdoing at work by a colleague or their employer. Officially this is called *'making a disclosure in the public interest'*.

A worker/employee can report things that aren't right, are illegal or if anyone at work is neglecting their duties, including:

- someone's health and safety is in danger
- damage to the environment
- a criminal offence
- the company isn't obeying the law (like not having the right insurance)
- covering up wrongdoing

If you feel that anyone in your work place is guilty of any of the above or anything that affects patient safety or professional conduct then you should 'blow the whistle'.

You may be worried about raising such an issue, perhaps feeling that it's none of your business or that it's only a suspicion.

You may feel that raising the matter would be disloyal to colleagues or to the practice.

You may have said something but found that you have spoken to the wrong person or raised the issue in the wrong way and are not sure what, if anything, to do next.

This policy aims to enable everyone to raise concerns safely, as early as possible and in the right way.

This practice encourages you to raise your concerns and is committed to dealing with them in a responsible, open and professional way.

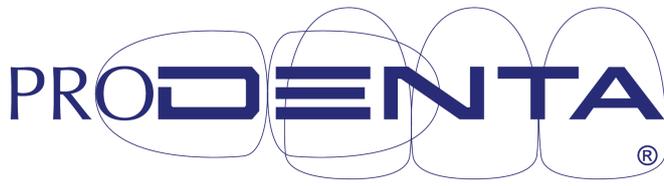
To provide the best care for our patients, we need to protect the interests of our patients, our staff and the practice.

If you are worried about something, please raise it when it is just a concern rather than waiting for proof.

How to 'blow the whistle'

The way you can 'blow the whistle' on wrongdoing depends on whether you feel you can tell your employer, Shubhra Lallu.

1. Copies of this Whistleblowing procedure can be found in the staff manual.
2. If you feel you can, then you should contact your employer, Shubhra Lallu about the issue you want to report. This practice encourages employees to raise their concerns.



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3. If the whistle blowing is about your employer, then you should contact a '*prescribed person or body*' (a list of these can be found in the appendix at the end of this policy).

You can only tell the prescribed person or body if you think your employer:

- will cover it up
- would treat them unfairly if they complained
- hasn't sorted it out and they've already told them

Dismissals and Whistleblowing

A worker/employee can not be dismissed because of Whistleblowing. If you are, you can claim unfair dismissal – you will be protected by law as long as certain criteria are met.

TYPES OF WHISTLEBLOWING ELIGIBLE FOR PROTECTION

These are called 'qualifying disclosures'. They include when someone reports:

- that someone's health and safety is in danger
- damage to the environment
- a criminal offence
- that the company isn't obeying the law (like not having the right insurance)
- that someone's covering up wrongdoing

WHO'S PROTECTED

The following people are protected:

- employees
- agency workers
- people that are training with an employer, but not employed
- self-employed workers, if supervised or working off-site

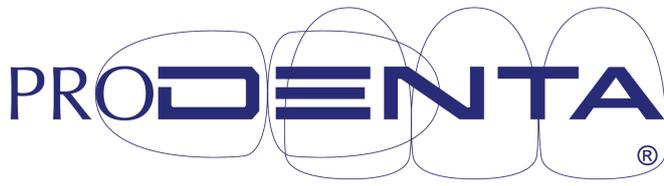
A worker will be eligible for protection if they honestly think what they're reporting is true and they think they're telling the right person.

WHO'S NOT PROTECTED

Workers aren't protected from dismissal if:

- they break the law when they report something (e.g. they signed the Official Secrets Act)
- they found out about the wrongdoing when someone wanted legal advice ('legal professional privilege') – e.g. if they're a solicitor

People who aren't employees can't claim unfair dismissal because of Whistleblowing, but they're protected and can claim 'detrimental treatment'.



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TRIBUNALS

If a worker is dismissed for Whistleblowing, they can go to an Employment Tribunal.

If the tribunal decides the employee has been unfairly dismissed, it will order that they are:

- reinstated (get their job back)
- paid compensation

Our commitment to you

Anyone who raises a genuine concern under this policy will be supported and protected from any adverse consequences or reprisals. You will not be at risk of losing your job.

If you are acting in good faith, it does not matter if you are mistaken or if there is an innocent explanation for your concern.

We will not ask you to prove anything. We do not, of course, extend this assurance to someone who maliciously raises a matter they know to be untrue and we will take disciplinary action.

It is in the interests of the practice that concerns can be raised openly and dealt with fairly and professionally. If you raise a concern anonymously and do not tell us who you are, it will be much more difficult for your concern to be investigated and for us to protect your position or give you feedback.

Although we will consider anonymous reports, our practice policy is not suited to concerns raised anonymously.

How we will handle the matter

Once you have raised your concern, Shubhra Lallu will investigate the matter in strict confidence and interview relevant individuals to assess initially what action, if any, should be taken.

This may involve an informal review or a more detailed investigation. We will maintain records of every stage of the investigation and give you as much feedback as we properly can.

We may not be able to tell you the precise action we take if this would infringe confidentiality.

Please let us know at the outset if you have any personal interest in the matter. If your concern falls more properly within the grievance or another procedure, we will tell you.

Independent advice

If you are unsure about whether or not to raise a concern or you want advice at any stage, you can contact Public Concern at Work on 020 3117 2520 or <https://protect-advice.org.uk>. Their lawyers can give you free, independent, confidential advice at any stage.

Updated Mar 2021